

	SCHOOL RELATED THREATS/VIOLENCE	Operations Order 7.28.00
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1. POLICY STATEMENT

- A. Officers will take all reasonable steps to prevent or stop acts of school violence.
- B. On duty school resource officers (SROs)/patrol officers will be required to respond, properly investigate (to include attempts at locating and arresting any suspect/s), and complete an Incident Report (IR) on all school related threats/violence (including bomb threats) at their assigned schools/schools in their areas.
 - A terrorism liaison officer (TLO) may be contacted 24/7 at 602-262-7496 (Fire Alarm Room) for assistance with threat assessments.
 - If detective assistance is required due to the complexity or violence level, patrol supervisors will contact the Violent Crimes Bureau (VCB) desk sergeant to request assistance.

2. ARIZONA REVISED STATUTES (ARS) RELATING TO SCHOOL VIOLENCE

A. Threatening or Intimidating ARS 13-1202	• Can be by word or conduct • May be a misdemeanor or felony depending on the circumstances
B. Disorderly Conduct ARS 13-2904	• Engages in a fight • Makes unreasonable noise • Uses language or gestures to provoke a physical response • Any protracted commotion that can disrupt a school • Refuses to disperse after given a lawful order • Reckless handling of a dangerous instrument • May be a misdemeanor or felony depending on the circumstances
C. Interference with or Disruption of an Educational Institution ARS 13-2911	• Interferes with or disrupts the normal operations of an educational institution by threatening an employee or student or threatening to cause damage to the school, employee, or student • Enters or is on school grounds to interfere with the lawful use of the property • Refuses to obey an order from any school administrator, or someone designated to maintain order, to stop the disruption of the school • May be a misdemeanor or felony depending on the circumstances
D. Use of an Electronic Communication to Terrify, Intimidate, Threaten, or Harass ARS 13-2916	• Uses electronic communication to threaten physical harm to any person or property • Is a misdemeanor
E. Harassment ARS 13-2921	• Communicates by verbal, electronic, mechanical, telegraphic, telephonic, or written means in a manner that harasses • Continues to follow someone after being asked or told to stop • Surveils a person for no legitimate purpose • Makes a false report to law enforcement on more than one occasion • Is a misdemeanor
F. Misconduct Involving Weapons ARS 13-3102	• Carries a deadly weapon on school grounds * Is a misdemeanor unless the violation occurs in connection with conduct that violates ARS 13-2308.A.5, 13-2312.C, 13-3409, or 13-3411, in which case it is a class 6 felony • Other subsections may apply, see statute for guidance. * May be a misdemeanor or felony depending on the circumstances
G. Making a Terrorist Threat ARS 13-2308.02	• Threatens to commit an act of terrorism • Makes a false report of terrorism • It is not a defense that the person did not have the intent or capability to commit the act • Is a felony

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2. **ARIZONA REVISED STATUTES (ARS) RELATING TO SCHOOL VIOLENCE** (Continued)

H. Minors Prohibited from Carrying or Possessing Firearms ARS 13-3111	• An unemancipated person who is under 18 years of age, knowingly carries or possesses on their person, within their immediate control, or in or on a means of transportation, a firearm in any place open to the public, on any street or highway, or on any private property except private property owned or leased by the minor or the minor's parent, grandparent, or guardian. • See statute for exceptions. • Is a felony
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3. **INVESTIGATION OF SCHOOL RELATED THREATS/VIOLENCE**

- A. Due to the fact many threats are posted on social media and are often reported by a third party [reporting party (RP)], officers will attempt to identify and contact the person who posted the threat (suspect), who the threat was sent to (victim), and who originally discovered the threat (could be a witness, RP, or victim).
- B. Interview all involved parties (RP, victim/s, witness/es, and suspect/s).
- (1) Determine if the victim desires prosecution.
- Usually a school administration representative can be listed as the lawful representative for a school.
- (2) Reasonable efforts **will** be made to contact and interview the suspect **in person**.
- (a) During the interview, which will be audio recorded or captured on body-worn camera video, the below questions will be asked, and any/all answers will be documented in the IR:
- What were their intentions?
 - Did they have the means to carry out the threat at the time of the threat?
 - Do they currently have the means to carry out the threat?
 - Do they have access to weapons?
 - Have they taken any steps to carry out the threat?
 - What social media platforms do they use?
 - Do they admit to making the threat (whether they claim to be joking or not)?
- (b) If the suspect is a juvenile, also contact and interview the parent/s asking the below questions, and any/all answers will be documented in the IR:
- Are they aware of the threat?
 - What is the suspect's criminal history?
 - Have they noticed any behavior changes?
 - Does the suspect suffer from any known mental illnesses?
 - What steps will they take to prevent any violent acts from being carried out?
 - Does the household have weapons in the home?
 - Does the suspect have access to weapons?

4. **EVIDENCE COLLECTION**

- A. Because many cases involve the use of social media, text messages, and/or internet connected devices (including cell phones and computers), capturing and preserving the digital evidence is critical.

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4. A. (1) If able, preserve the digital evidence from victim/s and third parties/witness/es.
 - Have a digital camera certified employee take photographs of all digital evidence.
 - * Photographs of the digital evidence are preferred over screen shots due to the ability to edit screen shots.
 - * If a digital camera certified employee is unavailable, officers should request screen shot/s be emailed to their City email address.
 - These images should be attached to the IR in the Field Based Reporting (FBR) system.
- (2) The suspect's electronic devices containing evidence, to include cell phones, tablets, and computers, **will** be impounded in circumstances where a law enforcement officer is in a position to lawfully seize the device/s.
- (3) Obtain all email addresses, usernames\vanity names, and uniform resource locators (URLs) of all involved social media accounts.
 - Email addresses will be documented in the involved person's information section of the IR.
 - Usernames\vanity names and URLs will be documented in the Narrative section of the IR.

5. **DISPOSITION OF SUSPECT**

- A. If a suspect (juvenile or adult) is found to have committed or threatened violence against a school, and the school desires prosecution, the suspect **should** be arrested and appropriately detained/booked.
- B. If a suspect (juvenile or adult) is found to have committed or threatened violence against an individual on school grounds, and the victim or victim's lawful representative desires prosecution, the suspect **should** be arrested and appropriately detained/booked.
 - A parent or guardian (lawful representative) of a victim under the age of 18 has the final decision on seeking prosecution for the victim.
 - * If the parent or guardian does not desire prosecution:
 - The juvenile suspect should not be detained **or** referred.
 - The adult suspect should not be booked.
- C. Officers will ensure the appropriate detention/booking, fingerprinting, and photographing procedures are followed as outlined in [Operations Order 7.8.00, Juvenile Procedures](#), or [Operations Order 7.7.04, Booking Procedures](#).

6. **DOCUMENTATION**

- An IR will be completed for all school related threats/violence/bomb threat incidents with the most serious offense listed as the primary offense.

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7. **NOTIFICATIONS**

- A. SROs will contact their supervisor and advise them of the incident.
 - If their immediate supervisor is unavailable, they will notify a patrol supervisor.
- B. Patrol officers will contact the SRO sergeant assigned to their precinct **and** their immediate supervisor and advise them of the incident.
- C. Upon completion of the initial investigation, the SRO/patrol sergeant will:
 - (1) Contact the VCB desk sergeant with the following information:
 - Incident number
 - School name/location
 - Patrol/SRO sergeant's name, serial number, and call-back number
 - Patrol lieutenant notified?
 - Suspect disposition (detained/booked or released)
 - Suspect's sex and grade in school
 - Suspect's parents notified? (if applicable)
 - Weapons present in home?
 - Weapons accessible?
 - School administration notified?/actions (suspension, willing to aid in prosecution, etc.)
 - Brief synopsis
 - (2) Notify the school and school district administration of the disposition of the suspect.
- D. The VCB desk sergeant will complete a School Threat Notification (STN) (an STN is an internal reporting system for monitoring and tracking threats of school violence).
- E. If a device or suspected device is discovered as a result of a bomb threat, the Homeland Defense Bureau Bomb Squad will be contacted to assume investigative disposition of the device.

Last Organizational Review: